

# **INDIANA COMMISSION ON PROPRIETARY EDUCATION**

## *Board of Commissioners Meeting Memorandum*

**Date:** November 8, 2005

**From:** Rebecca Carter, Director of Regulatory Compliance

**Subject: LIBERTY COLLEGE – LAKE STATION, INDIANA  
NEW DEGREE APPLICATIONS**

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### **Staff Recommendation**

The commission staff recommends that Liberty College, located in Lake Station, Indiana be granted the authority to award the following degrees in the programs listed below:

**AS – Diagnostic Imaging**

**BS – Biological Science**

**BS – Education**

### **Background Information**

Liberty College is owned and operated by Drs. T. (Tom) and Soyara Torabi.

Liberty College received Applicant status on February 22, 2005. The on-site evaluation of his school took place on July 16, 2005 and Liberty College received Fully Accredited status on September 14, 2005.

Since the college gained its original status to do business, the institution has been offering certificate classes in Biology/Pre Medicine, Diagnostic Imaging, Nuclear Medicine Technology and Radiology Technology.

Liberty College is not currently accredited by any national or regional accrediting body recognized by the U.S. Department of Education, but Dr. Torabi notified the commission staff in writing, along with his degree applications, that the College will be applying to North Central Association of Colleges and Schools (NCACS) for accreditation. He also informed the commission that the College has contacted the Division of Professional Standards (DPS) which has a joint partnership with the National Council for the Accreditation of Teacher Education (NCATE), concerning the application procedures required by DPS for Liberty College to apply *after* it has become a degree granting institution by the Indiana Commission on Proprietary Education.

The Associate of Science degree program in Diagnostic Imaging is comprised of 65 semester-credit hours of training; 50% of the courses in the Specialty and 35% of the remaining courses in Liberal Arts; and the current faculty holds a minimum of a master's degree.

The Bachelor of Science degree programs in Biological Science and Education are comprised of 120 semester-credit hours of training. Both programs include Specialty courses as well as general education and liberal arts courses.

**Supportive Documentation**

1. Degree Applications
2. Instructor Qualification Record Forms

# Liberty College

2500 East 37<sup>th</sup> Ave  
Lake Station, Indiana. 46405-2959  
Phone (219) 962-2500 Fax (219) 465-0170

Mrs. Rebecca Carter  
Director of Regulatory Compliances  
Indiana Commission on  
Proprietary Education  
302 W. Washington St. Room E 201  
Indianapolis, Indiana. 46204

Oct 31, 2005

Dear Mrs. Carter

Enclosed please find the Liberty College Degree Application for Department of Biological Science, Education and Diagnostic Imaging.

As per our conversation immediately after Liberty College become a degree granting institute by Indiana Commission on Proprietary Education. Liberty College will apply to North Central for Accreditation.

Liberty College department of Education has contacted Ms. Mary Glenn Rinne, the Assistant Director, Teacher Education for accreditation purposes. Ms. Rinne has send us an e-mail stating Liberty College after becoming degree approving institute by Indiana Commission of Proprietary Education, could apply to Indiana Department of Education Division of Professional Standards (DPS) for Accreditation. The DPS has a joint partnership with the National Council for the Accreditation of Teacher Education (NCATE).

Liberty College after becoming a degree approve institute by Indiana Commission on Proprietary Education will pursue accreditation by DPS.

Liberty College will also pursue other specialty accreditation.

Liberty College presently is in process of becoming a degree granting institute and has only few students, however in time and as per need Liberty College will hire more qualifying instructors.

The instructor's qualification records listed in the degree applications are being mail to your office with \$ 300.00 check maid payable to the State of Indiana.

If you need any other information please feel free to contact me at (708) 508-6115

T. (Tom) Torabi  
President of Liberty College

INDIANA COMMISSION ON  
PROPRIETARY EDUCATION

**DEGREE APPLICATION**

*(New or Renewal program)*

Name of Institution Liberty College

Name of Program Biological Science

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) BS

Name of Person Preparing this Form Soraya Torabi

Telephone Number (219) 962-2500

Date the Form was Prepared October 10, 2005

**I. PROGRAM OBJECTIVES:** Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

Liberty College provides excellent educational services and academic program, regardless of sex, color, origin or physical disability.

Liberty College school of Biology strives to create a community dedicated to the pursuit of knowledge and the value of education.

Liberty College Biology program offers 50 credit hours in Specialty Courses and 45 credit hours in General Education Courses and 25 credit hours in Liberal Art Courses

Upon successful completion of 120 semester credit hours, the student will receive a BS degree in Biology. The program can be completed in 4 years.

Liberty College Biological Science program course Contents are in Biology, Pre-Med, Bio-Chemistry, Bio-Physics and Bio-Engineering.

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM:	Biology
TOTAL COURSE HOURS:	120
	Check one: Quarter Hours _____
	Semester Hours <u>X</u>
	Clock Hours _____
LENGTH OF PROGRAM:	4 Years
	TUITION: \$250.00 per credit hr.

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
Biol 100	Basic Biology	3
Biol101	Anatomy and Physiology I.	3
Biol 102	Anatomy and Physiology II.	3
Biol 103	Radiation Biology	2
Biol 104 & L	Fundamental of Biology I. & Lab	4
Biol 105 & L	Fundamental of Biology II. & Lab	4
Biol 201	Development structure	3
Biol 202	Cell Structure and function & Lab	4
Biol 203 & L	Micro-Biology & Lab	4
Chem102-102	General Chemistry I & II & Lab	4
Chem 102 & L	General Chemistry II & Lab	4
Chem 201	Organic Chemistry I & Lab	4
Chem 202	Organic Chemistry II & Lab	4
Chem 203	Biochemistry	3
Phys 101	General Physics I	3
Phys 102	General Physic II	3
Phys 203	Bio-Physic	3
Engi 101	Bio- Engineering I	3
Engi 102	Bio-Engineering II	3

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
Path 101	Basic Pathology	2-3
Phar 101	Introduction to pharmacology	3
Med 101	Medical Terminology (Pre/Med. Students only)	2
Pre Med 302	Biology/Pre-Med. Comprehensive Review	4
Biol 469	Independent Study	1-4
Bio-Chem 469	Independent Study	1-4
Bio-Phys 469	Independent Study	1-4
Bio-Engi 469	Independent Study	1-4

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
Comp. 100	Basic Computer	3
Engl. 101&102	Composition I. & II.	6
Engl.103	Speech Communication	1
Math.100	Mathematic	3
Math. 101, 102	Analytic Geometry and Calculus I, II.	3-6
Math. 201, 202	Analytic Geometry and Calculus III, IV.	3-6
Math. 301, 302	Differential Equation I.	3
Math. 203, 204	Statistic I, II.	3-6
Psy 201, 202	General psychology I. and II.	3-6
Theo101&102	Theology I. & II.	6

Number of Credit/Clock Hrs. in Specialty Courses: 50 / Credit Percentage: 42  
Number of Credit/Clock Hrs. in General Courses: 45 / Credit Percentage: 37

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts Courses: 25 / Credit Percentage: 21

<b>III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.</b>
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**1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

Liberty College Library is located at  
2500 E. 37<sup>th</sup> Ave. Lake Station, IN. 46405

Students can have access to Liberty College library, during college normal business hours.

Liberty College does not have a librarian at this point, however the staff and the faculty will help the students with their library needs.

**2. Number of volumes of professional material:**

Liberty College library has about 150 books.

**3. Number of professional periodicals subscribed to:**

1. Group Practice Journal.
2. American Association of Physicist in Medicine.
3. Applied for Biology Magazine

**4. Other library facility in close geographical proximity for student access:**

Hobart Public Library  
Lake Station Public Library  
Porter County Library  
Gary Public Library  
Lake County Public Library

**If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.**

**\*\* Include all required documentation pertaining to the qualifications of each instructor.**

**Total # of Faculty in the Program:** 2 **Full-time:** 2 **Part-time:** 0

**Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)**

[illegible]



**INDIANA COMMISSION**  
**ON PROPRIETARY EDUCATION**

**DEGREE APPLICATION**  
*(New or Renewal program)*

Name of Institution Liberty College

Name of Program Education

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) BS

Name of Person Preparing this Form SORAYA TORABI

Telephone Number (219) 962-2500

Date the Form was Prepared October 10, 2005

**I. PROGRAM OBJECTIVES:** Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

Liberty College provides excellent educational services and academic program regardless of sex, color, origin or physical disability.

Liberty College School of Education strives to create a community dedicated to pursuit of knowledge and the value of education.

Liberty College Biology program offers 52 credit hours in Specialty Courses and 45 credit hours in General Education Courses and 23 credit hours in Liberal Art Courses

Upon successful completion of minimum 120 semester credit hours, the graduates will receive bachelor of science degree in Education. The program can be completed in 4 years

Liberty College Education program course Contents are offered in Secondary Education and Theological Education.

The Secondary Education contents, will seek accreditation with Indiana State Department of Education, Division of professional Standard (DPS) in different field of specialties, the DPS has a joint partnership agreement with the National Council for the Accreditation of Teacher Education (NCATE)

The Theological Education course content is in Islamic Education.

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Education

TOTAL COURSE HOURS: 120 Check one: ☒ Quarter Hours ☐ Semester Hours

Semester Hours      120

Clock Hours

LENGTH OF PROGRAM: 4 years TUITION: \$250.00/semester cr.

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
Biol 100	Basic Biology	3
Biol 103	Radiation Biology	3
Biol104,105&L	Fundamental of Biology I & II. and Lab	4-8
Biol 201	Development structure	3
Biol 202	Cell Structure & Function and Lab	4
Biol 203	Micro-Biology and Lab	4
Biol 404	Genetics	3
Biol 301 & L	Zoology and Lab	4
Biol 106	Ecology	3
Chem101,102&L	General Chemistry I. & II. And Lab	8
Chem201,202&L	Organic Chemistry I. & II. and Lab	8
Chem. 203	Bio-Chemistry	3
Math 100	Mathematic	3
Math101,102	Analytic Geometry & Calculus I. and II	3-6
Math 201, 202	Analytic Geometry & Calculus III. And IV.	3-6
Math 301	Differential Equation	3
Math 203- 204	Statistic I. & II.	3-6
Psy 201-202	Psychology I. & II.	3-6

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
Comp 101, 102	Computer 101 and 102	3-6
Educ 101	Philosophy of Education	3
Educ 102-104	Education foundation	3-12
Educ 270-277	Teacher Education program	24
Educ 274	Student Teaching	12

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
Engl 101,102	Composition I & II	3-6
Engl 103	Speech Communication	3
Hist 101	Introduction to Geography	3
Hist 102	American History and political science	4
Hist 103, 104	Easter History and Western History	3-6
Hist 105, 106	Eastern Civilization and Western Civilization	3-6
Hist 201, 202	Eastern Philosophy and Western philosophy	2-4
ForeLan101-104	Arabic	3-12
Educ 105 & 106	Theology Education I. and II.	3-6
Educ 205 & 206	Theology Education III. and IV	3-6
Educ 305 & 306	Theology Education V. and VI	3-6
Educ 405 & 406	Theology Education VII. and VIII	3-6

Number of Credit/Clock Hrs. in Specialty Courses: \_\_\_\_\_ / 52 Percentage: 44%  
Number of Credit/Clock Hrs. in General Courses: \_\_\_\_\_ / 45 Percentage: 37%

If applicable:

Number of Credit Clock Hrs. in Liberal Arts Courses  
/: Doc.: degreappform.doc \_\_\_\_\_ / 23 Percentage: 19%

**III. LIBRARY:** Please provide information pertaining to the library located in your institution.

**1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

Liberty College Library is located at  
2500 E. 37<sup>th</sup> Ave. Lake Station, Indiana. 46405

Student can have access to Liberty College library, during college normal business hour.

Liberty College does not have a librarian at this point, however the staff and the faculty will help the students with their library needs.

**2. Number of volumes of professional material:**

Liberty College has about 150 books

**3. Number of professional periodicals subscribed to:**

1. Group Practice Journal.
2. American Association of Medical Physicist in Medicine (AAPM)
3. Applied for Biology Magazine

**4. Other library facilities in close geographical proximity for student access:**

Hobart Public Library  
Lake Station Public Library  
Porter County Library  
Gary Public Library.  
Lake County Public Library.

**If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.**

**\*\* Include all required documentation pertaining to the qualifications of each instructor.**

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**Full-time:** 2

Part-time: 0[illegible]

INDIANA COMMISSION ON  
PROPRIETARY EDUCATION

**DEGREE APPLICATION**

*(New or Renewal program)*

Name of Institution Liberty College

Name of Program Diagnostic Imaging & Lab

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, PhD) AS

Name of Person Preparing this Form Soraya Torabi

Telephone Number (219) 962-2500

Date the Form was Prepared October 10,2005

**I. PROGRAM OBJECTIVES:** Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

Liberty College provides excellent educational services and academic program regardless of sex, color, origin or physical disability.

Liberty College School of Diagnostic Imaging & Lab strives to create a community dedicated to the pursuit of knowledge and value of education.

Liberty College School of Diagnostic Imaging & Lab offers 38 Specialty Courses and 34 General Education and Liberal Art Courses

Upon successful completion of 65 semester credit hours, the graduates will receive an associated of science (AS) degree in Diagnostic Imaging & Lab. The program can be completed in 2 years.

Liberty College Diagnostic Imaging & Lab Course Contends are offered in Laboratory or Radiography or Nuclear Medicine or MRI or Radiation Therapy or ultrasound.

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Diagnostic Imaging

TOTAL COURSE HOURS: 65 Check one: Quarter Hours ☒ Semester Hours ☐

Semester Hours      X

Clock Hours \_\_\_\_\_

LENGTH OF PROGRAM: 2 years TUITION: \$ 250.00 per credit hour

**SPECIALTY COURSES:**

[illegible]

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
DIL 101	Intro. to Clinical (Rad, MR, NM, RT, US or Lab)	3
DIL 102	Introduction to Chemistry and Hematology (Lab only)	3
PHYS 103	Physic of (Rad, MR, NM, RT or US)	3
PHYS 204	Physics of Digital Science and Lab	3
MED 101	Medical Terminology	2
BIOL 104	Radiation Biology/Health Physics	3
BIOL 101	Anatomy and Physiology I.	3
BIOL 102	Anatomy and Physiology II.	3
COMP 101	Computer Related to Imaging/Lab	3
DIL 274	Case Study in (Lab, MR, NM, Rad, RT or US)	2
DID 110	Emergency Care	2
DIL 278	Comprehensive Review	4

Number of Credit/Clock Hrs. in Specialty  
Courses:

38

/

Credit

Percentage:

58%

Number of Credit/Clock Hrs in General  
Courses

N/A

Credit

Percentage

N/A

Number of Credit/Clock Hrs. in Liberal Arts  
Courses:

27

/

Percentage:

42%

Doc.: degreappform.doc



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**2. Number of volumes of professional material:**

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**3. Number of professional periodicals subscribed to:**

1. Group Practice Journal

2. American Association of Physicist in Medicine (AAPM)

3. Applied for Biology Magazine

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Porter County Library.

Gary Public Library.

Lake County Public Library.

**If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.**

**\*\* Include all required documentation pertaining to the qualifications of each instructor.**

**Total # of Faculty in the Program:** 2 **Full-time:** 2 **Part-time:** 0

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

[illegible]

**Seema A. Imam**  
8701 South 84<sup>th</sup> Avenue  
Hickory Hills, Illinois 60457  
Home: 708-430-4561 (cell) 312-835-2758 email: [simaeduk8r@aol.com](mailto:simaeduk8r@aol.com)

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### **EMPLOYMENT OBJECTIVE**

Within the profession of teaching and learning, to enhance personal and professional development through significant educational contributions world-wide and to create or enhance sound dynamic educational institutions utilizing my degrees, certifications, experiences, and expertise.

### **EDUCATIONAL HISTORY**

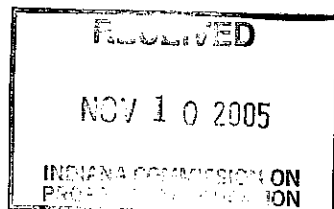
Doctorate of Education	Curriculum & Social Inquiry
National Louis University Evanston, Illinois	December 2001
Master of Arts Degree : Educational Administration	August 1987
Master of Arts Degree: Reading Specialist	April 1983
Bachelor of Arts Degree: Elementary Education & Learning Disabilities	August 1975

### **CERTIFICATION: ILLINOIS**

Type 21 School Superintendent	Type 75 School Administrative certification
Type 09 Reading Specialist, K-12	Type 03 Elementary Education
Type 09 Learning Disability K-12	

### **PROFESSIONAL EXPERIENCE**

2004-2005	Associate Professor Elem.-Middle Level Education National-Louis Univ.
1996-2004	Assistant Professor Elementary Education National-Louis University
1996-2005	International Educational consulting
1996-1997	Reading Instructor Moraine Valley Community College
1996-1998	Summer Director of English as a Second Language Program
	Quranic Literacy Institute for students from Middle Eastern Countries
1995-1996	Learning Disabilities Teacher Anderson Middle School
1990-1995	Founding Principal Pre-kg through High School Universal School
1975-1990	TEACHER IN CHICAGO PUBLIC SCHOOLS AS FOLLOWS:
1984-1990	Lyman A. Budlong Elementary School 88-90 sixth grade, 87-88-7 <sup>th</sup> and 8 <sup>th</sup> Language Arts, and Social Studies, 84-87 6 <sup>th</sup> grade and ESL Teacher
1980-1983	Joan F. Arai Middle School Self-contained Behavior Disorder & Learning Disability teacher
1978-1980	Mosley Boys Social Adjustment School Self - Contained Behavior Disorder and Learning Disabilities Teacher
1975-1978	Waller High School Reading Laboratory Learning Disabilities Teacher



INDIANA COMMISSION ON  
PROPRIETARY EDUCATION

RECEIVED

NOV 10 2005

**INSTRUCTOR'S QUALIFICATION RECORD**

**Instructions:** Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

**Please TYPE the form.**

NAME: Torabi Soraya  
(Last) (First) (Middle)

NAME OF INSTITUTION: Liberty College

**Names of Courses Taught:**

Biology, Biochemistry, Human Anatomy, Physiology

Medical Terminology, Chemistry

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Shiraz University	Shiraz - Iran	Medicine	1974	1983
formerly called: Pahlavi University				
Radiological Society of North America	Chicago, Ill.	Radiation safety, Radiology, Nuclear Med. 15-20 cr. hr / year CME	1988	2004
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
IN. University N.W. Central Clinic	Gary, IN. Lake Station, IN.	Instructor Radiology Tech. Medical directors instructor	1990 1991	1991 2004
Columbia Osteopathic Family Health Center	Chicago, Ill.	Radiation safety instructor	1994	1999
Shahid Bahonar University (Kerman University Hospital)	Kerman- Iran	Medical Practitioner & Instructor of Biology, human anatomy/physiology	1983	1985

INDIANA COMMISSION ON  
PROPRIETARY EDUCATION

**INSTRUCTOR'S QUALIFICATION RECORD**

RECEIVED

NOV 10 2005

**Instructions:** Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

**Please TYPE the form.**

NAME: TORABI TOORAJ -  
(Last) (First) (Middle)

NAME OF INSTITUTION: LIBERTY COLLEGE

**Names of Courses Taught:**

PHYSICS, MATH AND ENGINEERING

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
U OF SAN FRANCISCO	SAN FRANCISCO, CA.	ELECTRONIC PHYSICS	1966	1970
MANKATO STATE U.	MANKATO, MINNESOTA	PHYSICS	1978	1979
NORTH DAKOTA STATE	FARGO, ND	MEDICAL PHYSICS	1985	1986
WAYNE STATE UNIVER.	DETROIT, MI	MEDICAL PHYSICS	1986	1988
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
CHICAGO COLLEGE OF OSTEOPATHIC MEDICINE	CHICAGO, IL.	TEACHING RADIOLOGY N.M AND MEDICAL RESIDENT	1991	2002
KERMAN UNIVERSITY	KERMAN, IRAN	TEACHING MATH/PHYSICS AND ENGINEERING	1971 1980	1977 1985